

# COMPENSATION BOARD DOCKET #18/03

## September 27, 2017

EMPLOYEE RECOGNITION  
NONE.

307-18-03: SHERIFFS & REGIONAL JAILS

NEW BUSINESS:

### CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
VARIOUS	SHERIFF/ SUPERINTENDENT	09-08-17 Officers request to transfer Vacancy Savings to Temporary/Office expense.	\$0	Approved per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Positions	To Category	Amount Available	Amount Requested
405	307	Albem/Chrtville JSC	9/13/2017	Vacancy Savings	Temporary	\$25,711.93	\$25,711.93
480	307	New River Reg. Jail	9/19/2017	Vacancy Savings	Office Expense	\$82,046.71	\$82,046.00
485	307	Blue Ridge Reg. Jail	9/7/2017	Vacancy Savings	Office Expense	\$33,311.26	\$33,311.26
492	307	Southwestern Reg. Jail	9/18/2017	Vacancy Savings	Temporary	\$28,250.66	\$28,250.00
493	307	Middle River Reg. Jail	9/18/2017	Vacancy Savings	Temporary	\$15,631.69	\$15,631.69
496	307	RSW Reg. Jail	9/18/2017	Vacancy Savings	Office Expense	\$98,630.55	\$98,630.55
650	307	Hampton City	9/7/2017	Vacancy Savings	Office Expense	\$229,141.45	\$114,535.23
						<b>\$512,724.25</b>	<b>\$398,116.66</b>

## 772-18-03: COMMONWEALTH'S ATTORNEY

### OLD BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>CONSENT DOCKET</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>									
PETERSBURG CITY	COMMONWEALTH'S ATTORNEY	<p><b>At its June 28, 2017 meeting, the Compensation Board approved the request of the officer to suspend implementation of the position reallocation policy while the office performed its own collection of workload figures, and requested a status update for consideration at the September 27 meeting.</b></p> <p>Staff notes that at the June 28, 2017 meeting, the officer presented significant information regarding sentencing events identified through the office's own research that were not submitted by the Circuit Court Clerk's office to the Virginia Criminal Sentencing Commission (VCSC) and therefore not included in the workload transactions considered by staffing standards. The office's data review shows the following:</p> <table><tr><td>Reports submitted to VCSC</td><td>Reports Counted by Office</td></tr><tr><td>FY2014: 93</td><td>240</td></tr><tr><td>FY2015: 75</td><td>202</td></tr><tr><td>FY2016: 38</td><td>181</td></tr><tr><td>FY2017: 9</td><td>161</td></tr></table> <p>September 15, 2017 Officer provides a status update and states that her office has continued to track caseload through the case management system and through monitoring of the Supreme Court of Virginia website and the Judicial Information System Officer of the Court Remote Access (OCRA). After contact with the Clerk, additional submissions for FY17 are underway, with total submissions to date of 31, and the total reports counted by the office for FY2017 finalized at 165.</p> <p>In an effort to assist the Circuit Court Clerk's office correct the submissions, the Comm Atty has provided them with a complete listing of all 165 felony sentencing events for FY17 which has been cross-checked against the list provided by the Sentencing Commission. They intend to work with the Clerk's office to finalize submissions for FY14 through FY16 as well.</p> <p>Staff notes: this office has the elected officer and six funded Assistant Attorney positions and is in excess of the Staffing Standards by 1 full-time Assistant Attorney position (-1.94) based upon Clerk's data reported to the Sentencing Commission, which shows sentencing events have declined 520.83% between FY13 and FY16. Using the data reported by the Commonwealth's Attorney, the office would no longer be subject to losing a position (-0.26) under the Position Reallocation Policy.</p>	Reports submitted to VCSC	Reports Counted by Office	FY2014: 93	240	FY2015: 75	202	FY2016: 38	181	FY2017: 9	161	\$0	<p>The Compensation Board approved an exception to the position reallocation policy for the Commonwealth's Attorney's office for the remainder of FY18, based upon the data collected and reported by the officer. The Board requests that staff update the FY18 staffing standards to reflect the adoption of the revised figures presented by the officer for felon sentencing events for FY14, FY15 and FY16 in the FY18 staffing standards.</p> <p>The Compensation Board thanks the Commonwealth's Attorney for the diligence displayed in documenting data corrections and for working with the Clerk's office to ensure correction of current and historical data, so that future workload data will be correct for use in staffing standards reports.</p>
Reports submitted to VCSC	Reports Counted by Office													
FY2014: 93	240													
FY2015: 75	202													
FY2016: 38	181													
FY2017: 9	161													

## 772-18-03: COMMONWEALTH'S ATTORNEY

### OLD BUSINESS:

#### CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>																
CHARLOTTESVILLE CITY	COMMONWEALTH'S ATTORNEY	<p><b>At its June 28, 2017 meeting, the Compensation Board approved the request of the officer to suspend implementation of the position reallocation policy while the office performed its own collection of workload figures, and requested a status update for consideration at the September 27 meeting.</b></p> <p>September 12, 2017 Officer provides a status update including a report of data for both felon defendants and felony sentencing events compiled by research in his office of felony indictments presented to the grand jury, subsequent reports on disposition from the case management system, and accounting of individuals entering Drug Treatment court with a guilty plea to a substantive felony offense where a later dismissal or sentencing on lower charge results upon program completion.</p> <p>The office's data review shows the following:</p> <table><tr><td>Reports submitted to VCSC</td><td>Reports Counted by Office</td></tr><tr><td>FY2014: 111</td><td>147</td></tr><tr><td>FY2015: 142</td><td>142</td></tr><tr><td>FY2016: 116</td><td>168</td></tr><tr><td>Felon Defendants Reported</td><td>Felon Defendants Counted</td></tr><tr><td>FY2014: 231</td><td>247</td></tr><tr><td>FY2015: 234</td><td>272</td></tr><tr><td>FY2016: 118</td><td>236</td></tr></table> <p>Officer states that his office is providing the Clerk with reports for FY2014-2016 to assist with the reporting of felony sentencing events. Officer is also willing to provide additional documentation to the Clerk to ensure complete reporting of felon defendants.</p> <p>Officer additionally expresses concerns over recent events in Charlottesville that have resulted in a significant number of felony filings, and the need to fill the currently held vacant position as soon as possible to manage current workload.</p> <p>Staff notes: this office has the elected officer and five funded Assistant Attorney positions and is in excess of the Staffing Standards by 1 full-time Assistant Attorney position (-1.26). Using the data reported by the Commonwealth's Attorney, the office would no longer be subject to losing a position (-0.24) under the Position Reallocation Policy.</p>	Reports submitted to VCSC	Reports Counted by Office	FY2014: 111	147	FY2015: 142	142	FY2016: 116	168	Felon Defendants Reported	Felon Defendants Counted	FY2014: 231	247	FY2015: 234	272	FY2016: 118	236	\$0	<p>The Compensation Board approved an exception to the position reallocation policy for the Commonwealth's Attorney's office for the remainder of FY18, based upon the data collected and reported by the officer. The Board requests that staff update the FY18 staffing standards to reflect the adoption of the revised figures presented by the officer for felon sentencing events for FY14 and FY16 and for felon defendants for FY14, FY15 and FY16 in the FY18 staffing standards.</p> <p>The Compensation Board thanks the Commonwealth's Attorney for the diligence displayed in documenting data corrections and for working with the Clerk's office to ensure correction of current and historical data, so that future workload data will be correct for use in staffing standards reports.</p>
Reports submitted to VCSC	Reports Counted by Office																			
FY2014: 111	147																			
FY2015: 142	142																			
FY2016: 116	168																			
Felon Defendants Reported	Felon Defendants Counted																			
FY2014: 231	247																			
FY2015: 234	272																			
FY2016: 118	236																			

## 772-18-03: COMMONWEALTH'S ATTORNEY

### NEW BUSINESS:

### CONSENT DOCKET

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
HALIFAX COUNTY	COMMONWEALTH'S ATTORNEY	<p>September 8, 2017 Officer requests to transfer the remaining annual vacant salary to Office Expense Funds in FY18, effective September 1, 2017.</p> <p>Officer states he does not plan to fill the vacant position in FY18.</p>	\$0	Approved per the Compensation Board's FY18 Budget Priorities and Policies. This is a one-time transfer, not in the base budget.

FIPS	Office Code	Locality Name	Request Date	From Permanent Position	Class Code	To Category	Current Salary	Amount Requested	Pro-Rated Amount Approved
083	772	Halifax County	09/08/17	pos. 00009	SECA	Office Expense	\$25,422	\$25,422	\$21,185
		<b>Halifax County Total</b>						<b>\$25,422</b>	<b>\$21,185</b>

## 773-18-03: CIRCUIT COURT CLERKS

### CONSENT DOCKET

#### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
WINCHESTER CITY	CIRCUIT COURT CLERK	<p>August 30, 2017 Officer requests to transfer base Office Expense Funds in the amount of \$2,318 to permanent personnel to fund salary increases within Comp Board policy, effective September 1, 2017</p> <p>Staff notes, this office does not have any unfunded Compensation Board positions.</p>	\$0	The Compensation Board approved a transfer of \$2,318 from base office expense funds to effect the salary actions requested by the officer in accordance with the Compensation Board's pay and classification policy. This action will result in a reduction in the officer's base office expense funds budget in the current as well as subsequent fiscal years.

FIPS	Office Code	Locality Name	Request Date	From Category	Class Code	To Category	Current Salary	New Salary	Amount Requested	Pro-Rated
840	773	Winchester City	08/30/17	Office Expense	DCIII	pos. 00002	\$34,514	\$34,955	441	368
840	773	Winchester City	08/30/17	Office Expense	DCI	pos. 00005	\$27,964	\$28,641	677	564
840	773	Winchester City	08/30/17	Office Expense	DCII	pos. 00006	\$31,198	\$31,598	400	333
840	773	Winchester City	08/30/17	Office Expense	DCI	pos. 00007	\$29,070	\$29,470	400	333
840	773	Winchester City	08/30/17	Office Expense	DCIII	pos. 00008	\$31,198	\$31,598	400	333
		<b>Winchester City Total</b>						<b>\$156,262</b>	<b>\$2,318</b>	<b>1,932</b>

FAIRFAX COUNTY	CIRCUIT COURT CLERK	<p>September 19, 2017 Officer requests an exception to the Position Reallocation Policy for two positions.</p> <p>Officer states that his office just learned that it is required to hold up to nine positions vacant in the current fiscal year due to the Position Reallocation Policy. Officer states that his office did not receive the May 1, 2017 letter notifying him office of the office's status under the Policy.</p> <p>In the month of August, the office had two positions that became vacant and have already been filled.</p> <p>Staff notes: this office has the elected officer and 83 funded, no unfunded, deputy clerk positions, is Ranked 114<sup>th</sup> for Staffing Standards position need, is due -9 FTE and is in -12.06% of Need.</p>	\$0	The Compensation Board approved an exception to the position reallocation policy for 2 positions for the current fiscal year only, based upon the specific conditions stated by the officer.
----------------	---------------------	--	-----	--

## 773-18-03: CIRCUIT COURT CLERKS

### CONSENT DOCKET

#### NEW BUSINESS:

<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
FY18 TECHNOLOGY TRUST FUND BUDGET REQUESTS	CIRCUIT COURT CLERKS	<p>Compensation Board staff presents FY18 TTF budget requests from 120 Circuit Court Clerks. All Clerks certified to currently providing secure remote access (SRA) to land records' images to public (nongovernmental) subscribers.</p> <p>In August 2017, 87 out of 120 Clerks submitted \$4 budget requests totaling \$5,571,245 out of a possible \$4 available funding of \$6,519,586 for technology equipment and services. Thirty-three (33) offices did not have any \$4 funds available.</p> <p>Ninety-two (92) Clerks submitted \$1 Fund budget requests totaling \$1,962,973 out of possible \$1 Fund available funding of \$1,697,660 for technology equipment and services. These Clerks' requests are recommended for approval at \$1,552,837. \$1 approvals are recommended only for offices with less than \$100,000 in \$4 available funding, based upon the following priorities:</p> <p>Full funding of requests for all offices for LR Systems Maintenance, SRA Maintenance, Equipment, and Redaction of Social Security Numbers. For offices with less than \$100,000 available \$4 funds, backscanning requests are recommended for approval based upon the officer's request up to a maximum of \$10,000 per office.</p> <p>Eighty (80) Clerks submitted \$4 and \$1 Fund requests for redaction of social security numbers totaling \$455,513. Nineteen (19) Clerks made Purpose Code N requests (for areas of the court not related to land records) from \$4 available funding totaling \$1,698,084.</p> <p>Fifty-nine (59) Clerks submitted both \$4 and \$1 Fund budget requests. Total \$4 and \$1 Fund requests from 120 Clerks equal \$7,534,218. Total \$4 and \$1 Fund approval recommendations for 120 Clerks equal \$7,124,082.</p> <p>Existing cash plus \$5.4 M from the line of credit for the Clerks' Technology Trust Fund FY18 expenditures approved by the 2017 General Assembly is sufficient to cover all \$4 and \$1 recommended approvals. Reimbursements for actual expenses incurred will not exceed actual collections in the TTF in FY18.</p>	\$7,534,218 NGF	<p>Approved per the below FY18 TTF Budget Request Table.</p> <p>Approval for full funding is based upon the authority provided per 2017 Virginia Acts of Assembly, Chapter 836, Item 74, paragraph L to budget funds within available cash and projected revenues, and utilizing the line of credit under § 3-2.03a.</p> <p>The Compensation Board approved \$5,571,245 in \$4 funding requests, and \$1,552,837 in \$1 funding requests.</p> <p><b>NOTE:</b> Expenditure reimbursements are limited to not exceed at any time the greater of 50% of budgeted amount or actual cash on hand through FY18 collections.</p>

FIPS	Locality	\$4 Available Funding	\$4 Fund Budget Category						\$4 SUBTOTAL Purpose Code L (Land Records)	\$4 SUBTOTAL Purpose Code N (Not Land Records)	TOTAL \$4 APPROVED
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	Other: Consulting, Training, Technical, Warranties			
			Records System (Purpose Codes L and N)	Secure Remote Access							
001	Accomack	16,214	16,214	-	-	-	-	-	16,214	-	16,214
003	Albemarle	65,377	45,000	9,000	-	-	11,377	-	65,377	-	65,377
005	Alleghany/Covington	-	-	-	-	-	-	-	-	-	-
007	Amelia	1,976	1,976	-	-	-	-	-	1,976	-	1,976
009	Amherst	8,113	1,613	1,500	2,888	2,112	-	-	8,113	-	8,113
011	Appomattox	1,532	-	-	1,532	-	-	-	1,532	-	1,532
013	Arlington/Falls Church	112,889	-	44,081	7,646	36,200	-	-	80,281	7,646	87,927
015	Augusta	31,793	31,793	-	-	-	-	-	31,793	-	31,793
017	Bath	-	-	-	-	-	-	-	-	-	-
019	Bedford/Bedford City	43,301	14,400	3,701	25,200	-	-	-	43,301	-	43,301
021	Bland	-	-	-	-	-	-	-	-	-	-
023	Botetourt	14,867	9,418	2,400	3,049	-	-	-	14,867	-	14,867
025	Brunswick	1,991	-	1,991	-	-	-	-	1,991	-	1,991
027	Buchanan	-	-	-	-	-	-	-	-	-	-
029	Buckingham	1,652	652	-	1,000	-	-	-	1,652	-	1,652
031	Campbell	22,367	15,475	3,900	-	2,992	-	-	22,367	-	22,367
033	Caroline	29,973	-	-	-	-	29,973	-	29,973	-	29,973
035	Carroll/Galax	6,429	5,100	1,329	-	-	-	-	6,429	-	6,429
036	Charles City	-	-	-	-	-	-	-	-	-	-
037	Charlotte	-	-	-	-	-	-	-	-	-	-
041	Chesterfield	640,049	24,900	-	202,950	28,929	297,500	85,400	308,929	330,750	639,679
043	Clarke	6,419	6,419	-	-	-	-	-	6,419	-	6,419
045	Craig	-	-	-	-	-	-	-	-	-	-
047	Culpeper	29,991	13,032	2,400	2,955	6,237	-	-	24,069	555	24,624

FIPS	Locality	\$4 Available Funding	\$4 Fund Budget Category						\$4 SUBTOTAL Purpose Code L (Land Records)	\$4 SUBTOTAL Purpose Code N (Not Land Records)	TOTAL \$4 APPROVED
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	Other: Consulting, Training, Technical, Warranties			
			Records System (Purpose Codes L and N)	Secure Remote Access							
049	Cumberland	-	-	-	-	-	-	-	-	-	-
051	Dickenson	-	-	-	-	-	-	-	-	-	-
053	Dinwiddie	7,093	7,093	-	-	-	-	-	7,093	-	7,093
057	Essex	-	-	-	-	-	-	-	-	-	-
059	Fairfax/Fairfax City	588,358	-	-	588,358	-	-	-	588,358	-	588,358
061	Fauquier	34,776	-	-	34,776	-	-	-	34,776	-	34,776
063	Floyd	2,408	2,408	-	-	-	-	-	2,408	-	2,408
065	Fluvanna	9,552	9,552	-	-	-	-	-	9,552	-	9,552
067	Franklin	24,057	13,420	3,900	-	6,244	-	-	23,564	-	23,564
069	Frederick	55,578	12,729	7,200	1,200	-	34,449	-	54,378	1,200	55,578
071	Giles	-	-	-	-	-	-	-	-	-	-
073	Gloucester	18,015	4,800	11,900	-	1,315	-	-	18,015	-	18,015
075	Goochland	9,945	9,945	-	-	-	-	-	9,945	-	9,945
077	Grayson/Galax	1,561	1,561	-	-	-	-	-	1,561	-	1,561
079	Greene	5,084	1,387	2,400	-	1,040	-	-	4,827	-	4,827
081	Greensville/Emporia	-	-	-	-	-	-	-	-	-	-
083	Halifax	7,657	7,657	-	-	-	-	-	7,657	-	7,657
085	Hanover	100,263	-	-	69,049	7,614	20,000	3,600	98,913	1,350	100,263
087	Henrico	295,191	150,000	-	59,691	-	85,500	-	229,950	65,241	295,191
089	Henry	6,982	6,982	-	-	-	-	-	6,982	-	6,982
091	Highland	-	-	-	-	-	-	-	-	-	-
093	Isle of Wight	16,618	14,892	-	-	-	-	1,726	16,618	-	16,618
095	James City/Williamsburg	375,368	60,657	8,700	189,151	27,966	45,243	2,000	154,617	179,100	333,717
097	King and Queen	-	-	-	-	-	-	-	-	-	-



FIPS	Locality	\$4 Available Funding	\$4 Fund Budget Category						\$4 SUBTOTAL Purpose Code L (Land Records)	\$4 SUBTOTAL Purpose Code N (Not Land Records)	TOTAL \$4 APPROVED
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	Other: Consulting, Training, Technical, Warranties			
			Records System (Purpose Codes L and N)	Secure Remote Access							
099	King George	9,648	-	-	9,648	-	-	-	9,648	-	9,648
101	King William	7,484	-	-	497	6,987	-	-	7,484	-	7,484
103	Lancaster	6,067	2,211	2,400	-	1,456	-	-	6,067	-	6,067
105	Lee	-	-	-	-	-	-	-	-	-	-
107	Loudoun	283,150	62,638	-	96,044	-	91,068	33,400	71,113	212,037	283,150
109	Louisa	108,402	22,584	-	-	-	-	999	22,584	999	23,583
111	Lunenburg	-	-	-	-	-	-	-	-	-	-
113	Madison	-	-	-	-	-	-	-	-	-	-
115	Mathews	2,278	2,278	-	-	-	-	-	2,278	-	2,278
117	Mecklenburg	6,073	6,073	-	-	-	-	-	6,073	-	6,073
119	Middlesex	2,237	2,237	-	-	-	-	-	2,237	-	2,237
121	Montgomery	27,101	27,101	-	-	-	-	-	27,101	-	27,101
125	Nelson	5,480	5,480	-	-	-	-	-	5,480	-	5,480
127	New Kent	16,803	16,803	-	-	-	-	-	16,803	-	16,803
131	Northampton	1,140	-	-	1,140	-	-	-	1,140	-	1,140
133	Northumberland	1,823	1,823	-	-	-	-	-	1,823	-	1,823
135	Nottoway	1,665	1,665	-	-	-	-	-	1,665	-	1,665
137	Orange	25,147	11,900	2,400	5,537	5,310	-	-	25,147	-	25,147
139	Page	4,769	4,769	-	-	-	-	-	4,769	-	4,769
141	Patrick	2,756	2,756	-	-	-	-	-	2,756	-	2,756
143	Pittsylvania	15,487	8,100	3,900	799	2,688	-	-	15,487	-	15,487
145	Powhatan	13,389	4,500	3,000	-	3,676	-	-	11,176	-	11,176
147	Prince Edward	-	-	-	-	-	-	-	-	-	-

FIPS	Locality	\$4 Available Funding	\$4 Fund Budget Category						\$4 SUBTOTAL Purpose Code L (Land Records)	\$4 SUBTOTAL Purpose Code N (Not Land Records)	TOTAL \$4 APPROVED
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	Other: Consulting, Training, Technical, Warranties			
			Records System (Purpose Codes L and N)	Secure Remote Access							
149	Prince George	6,426	2,586	2,400	1,440	-	-	-	6,426	-	6,426
153	Prince William/Man/Man Pk	608,836	34,450	-	93,639	-	-	-	86,378	41,711	128,089
155	Pulaski	4,547	4,547	-	-	-	-	-	4,547	-	4,547
157	Rappahannock	-	-	-	-	-	-	-	-	-	-
159	Richmond	-	-	-	-	-	-	-	-	-	-
161	Roanoke	36,886	18,677	4,150	-	14,059	-	-	36,886	-	36,886
163	Rockbridge/Lexington	5,822	5,822	-	-	-	-	-	5,822	-	5,822
165	Rockingham/Harrisonburg	322,852	-	-	90,000	-	156,852	76,000	156,852	166,000	322,852
167	Russell	-	-	-	-	-	-	-	-	-	-
169	Scott	-	-	-	-	-	-	-	-	-	-
171	Shenandoah	28,862	8,000	6,300	7,500	7,062	-	-	27,752	1,110	28,862
173	Smyth	2,796	2,796	-	-	-	-	-	2,796	-	2,796
175	Southampton/Franklin	2,748	-	-	2,748	-	-	-	2,748	-	2,748
177	Spotsylvania	165,886	-	-	24,688	6,198	135,000	-	141,198	24,688	165,886
179	Stafford	86,224	86,224	-	-	-	-	-	86,224	-	86,224
181	Surry	-	-	-	-	-	-	-	-	-	-
183	Sussex	-	-	-	-	-	-	-	-	-	-
185	Tazewell	-	-	-	-	-	-	-	-	-	-
187	Warren	32,079	15,134	4,800	-	7,205	-	-	25,975	1,164	27,139
191	Washington	17,382	17,382	-	-	-	-	-	17,382	-	17,382
193	Westmoreland	7,589	7,589	-	-	-	-	-	7,589	-	7,589
195	Wise/Norton	-	-	-	-	-	-	-	-	-	-
197	Wythe	3,141	3,141	-	-	-	-	-	3,141	-	3,141
199	York/Poquoson	206,632	13,000	1,500	41,320	15,166	117,902	17,638	150,737	55,789	206,526

FIPS	Locality	\$4 Available Funding	\$4 Fund Budget Category						\$4 SUBTOTAL Purpose Code L (Land Records)	\$4 SUBTOTAL Purpose Code N (Not Land Records)	TOTAL \$4 APPROVED
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	Other: Consulting, Training, Technical, Warranties			
			Records System (Purpose Codes L and N)	Secure Remote Access							
510	Alexandria	92,241	12,400	31,695	-	47,754	-	-	91,849	-	91,849
520	Bristol	-	-	-	-	-	-	-	-	-	-
530	Buena Vista	-	-	-	-	-	-	-	-	-	-
540	Charlottesville	11,617	-	11,617	-	-	-	-	11,617	-	11,617
550	Chesapeake	119,691	11,348	5,500	-	-	101,350	-	5,500	112,698	118,198
570	Colonial Heights	-	-	-	-	-	-	-	-	-	-
590	Danville	-	-	-	-	-	-	-	-	-	-
630	Fredericksburg	4,813	-	4,813	-	-	-	-	4,813	-	4,813
650	Hampton	47,919	10,624	-	-	-	12,971	24,324	10,624	37,295	47,919
670	Hopewell	2,486	-	2,486	-	-	-	-	2,486	-	2,486
680	Lynchburg	18,285	9,985	-	-	8,300	-	-	18,285	-	18,285
690	Martinsville	-	-	-	-	-	-	-	-	-	-
700	Newport News	367,104	70,189	11,100	49,950	-	-	-	80,578	50,661	131,239
710	Norfolk	69,676	-	-	-	-	69,676	-	69,676	-	69,676
730	Petersburg	3,133	3,133	-	-	-	-	-	3,133	-	3,133
740	Portsmouth	31,704	25,105	6,599	-	-	-	-	31,704	-	31,704
750	Radford	-	-	-	-	-	-	-	-	-	-
760	Richmond	556,304	33,900	23,100	27,900	19,738	387,000	-	83,548	408,090	491,638
770	Roanoke	157,745	-	-	-	-	157,745	-	157,745	-	157,745
775	Salem	7,776	7,776	-	-	-	-	-	7,776	-	7,776
790	Staunton	3,108	3,108	-	-	-	-	-	3,108	-	3,108
800	Suffolk	98,180	-	-	-	-	98,180	-	98,180	-	98,180
810	Virginia Beach	249,759	187,459	-	-	-	-	62,300	249,759	-	249,759
820	Waynesboro	4,999	1,099	3,900	-	-	-	-	4,999	-	4,999

FIPS	Locality	\$4 Available Funding	\$4 Fund Budget Category						\$4 SUBTOTAL Purpose Code L (Land Records)	\$4 SUBTOTAL Purpose Code N (Not Land Records)	TOTAL \$4 APPROVED
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	Other: Consulting, Training, Technical, Warranties			
			Records System (Purpose Codes L and N)	Secure Remote Access							
840	Winchester	-	-	-	-	-	-	-	-	-	-
	Grand Total	6,519,586	1,267,467	236,062	1,642,295	266,248	1,851,786	307,387	3,873,161	1,698,084	5,571,245

FIPS	Locality	\$4 Available Funding	\$1 Fund Budget Category								
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	TOTAL \$1 Fund Approved	Backscan/ Conversion of Images/ Indices Not Approved	Maint Records (Purpose Code N) Not Approved from \$1	TOTAL \$1 Fund NOT Approved
			Records System (Purpose Code L )	Secure Remote Access							
001	Accomack	16,214	9,786	6,000	2,000	1,368		19,154			-
003	Albemarle	65,377					10,000	10,000	90,266		90,266
005	Alleghany/Covington	-	11,196	2,400	3,850	2,027		19,473			-
007	Amelia	1,976	774	3,000	7,650			11,424			-
009	Amherst	8,113			14,832			14,832			-
011	Appomattox	1,532	6,000	1,000	10,968			17,968			-
013	Arlington/Falls Church	112,889						-			-
015	Augusta	31,793	2,206	6,000				8,206			-
017	Bath	-	8,773	2,400	1,800	2,544		15,517			-
019	Bedford/Bedford City	43,301		2,299		2,627		4,926			-
021	Bland	-	9,375	2,400		523		12,298			-
023	Botetourt	14,867			14,671	4,215		18,886			-
025	Brunswick	1,991	9,200	409		1,410		11,019			-
027	Buchanan	-	6,200	2,400				8,600			-
029	Buckingham	1,652	3,948	2,400	15,150	1,341		22,839			-
031	Campbell	22,367				2,154		2,154			-

FIPS	Locality	\$4 Available Funding	\$1 Fund Budget Category								
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	TOTAL \$1 Fund Approved	Backscan/ Conversion of Images/ Indices Not Approved	Maint Records (Purpose Code N) Not Approved from \$1	TOTAL \$1 Fund NOT Approved
033	Caroline	29,973				1,702		1,702			-
035	Carroll/Galax	6,429		1,071		2,926		3,997			-
036	Charles City	-	9,100	2,400		967		12,467			-
037	Charlotte	-	7,300	2,400		1,020		10,720			-
041	Chesterfield	640,049						-			-
043	Clarke	6,419	4,281					4,281			-
045	Craig	-	9,700	2,400	1,400			13,500			-
047	Culpeper	29,991						-			-
049	Cumberland	-	7,000	1,500	8,100	889		17,489			-
051	Dickenson	-	8,000	3,900		2,518	5,000	19,418			-
053	Dinwiddie	7,093	4,047	3,900	7,500	3,240	10,000	28,687	70,000		70,000
057	Essex	-	6,000	2,400		1,344		9,744			-
059	Fairfax/Fairfax City	588,358						-			-
061	Fauquier	34,776			2,304			2,304			-
063	Floyd	2,408	7,942	2,400	15,150			25,492			-
065	Fluvanna	9,552	20,948	6,000		1,018		27,966			-
067	Franklin	24,057						-			-
069	Frederick	55,578						-			-
071	Giles	-	4,100	3,900	950	1,898	10,000	20,848	263		263
073	Gloucester	18,015				4,010		4,010			-
075	Goochland	9,945	680	2,400	1,400			4,480			-
077	Grayson/Galax	1,561	4,781	2,400	20,470	1,985	10,000	39,636	22,090		22,090
079	Greene	5,084						-			

FIPS	Locality	\$4 Available Funding	\$1 Fund Budget Category								
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	TOTAL \$1 Fund Approved	Backscan/ Conversion of Images/ Indices Not Approved	Maint Records (Purpose Code N) Not Approved from \$1	TOTAL \$1 Fund NOT Approved
081	Greensville/Emporia	-	11,200	2,400		1,806		15,406			-
083	Halifax	7,657	2,543	9,900		8,694	10,000	31,137	104,170		104,170
085	Hanover	100,263						-			-
087	Henrico	295,191						-			-
089	Henry	6,982	3,343	2,400		13,013		18,756			-
091	Highland	-	8,773	2,400	17,720	373		29,266			-
093	Isle of Wight	16,618	4,307	6,000		1,469		11,776			-
095	James City/Williamsburg	375,368						-			-
097	King and Queen	-	10,200		3,200	964		14,364			-
099	King George	9,648		6,000				6,000			-
101	King William	7,484	7,773	2,400				10,173			-
103	Lancaster	6,067	7,614					7,614			-
105	Lee	-	11,200	3,900	7,500	2,013		24,613			-
107	Loudoun	283,150						-			-
109	Louisa	108,402						-			-
111	Lunenburg	-	6,325	2,400	17,720	2,193	10,000	38,638	10,000		10,000
113	Madison	-	11,011	2,400	2,500	1,512		17,423			-
115	Mathews	2,278	6,722	2,400				9,122			-
117	Mecklenburg	6,073	8,161	3,900		3,766	10,000	25,827	20,520		20,520
119	Middlesex	2,237	3,600	2,400				6,000			-
121	Montgomery	27,101	47,898	15,000				62,898			-
125	Nelson	5,480	3,970	2,400		1,997		8,367			-
127	New Kent	16,803	21,599	6,000		1,040		28,639			-

FIPS	Locality	\$4 Available Funding	\$1 Fund Budget Category								
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	TOTAL \$1 Fund Approved	Backscan/ Conversion of Images/ Indices Not Approved	Maint Records (Purpose Code N) Not Approved from \$1	TOTAL \$1 Fund NOT Approved
131	Northampton	1,140	7,000	3,900		2,023		12,923			-
133	Northumberland	1,823	1,426	1,250		3,497		6,173			-
135	Nottoway	1,665	2,585	3,950		1,776		8,311			-
137	Orange	25,147						-			-
139	Page	4,769	17,230	6,000			10,000	33,230			-
141	Patrick	2,756	7,444	2,400	720	2,201		12,765			-
143	Pittsylvania	15,487			16,921			16,921			-
145	Powhatan	13,389						-			-
147	Prince Edward	-	6,500	1,500				8,000		560	560
149	Prince George	6,426	10,000			3,439		13,439			-
153	Prince William/Man/Man Pk	608,836						-			-
155	Pulaski	4,547	6,953	3,900		5,940		16,793			-
157	Rappahannock	-	11,070	3,150		873		15,093			-
159	Richmond	-	6,750	12,750				19,500		4,250	4,250
161	Roanoke	36,886	9,668	4,150				13,818			-
163	Rockbridge/Lexington	5,822	1,978	2,400		2,893		7,271			-
165	Rockingham/Harrisonburg	322,852						-			-
167	Russell	-	4,850	2,400	4,500	2,971		14,721			-
169	Scott	-	12,000	14,000	4,000			30,000			-
171	Shenandoah	28,862						-			-
173	Smyth	2,796	12,200	3,900	17,720	4,843	6,000	44,663			-
175	Southampton/Franklin	2,748	12,666	3,900		2,763		19,329			-
177	Spotsylvania	165,886						-			-

FIPS	Locality	\$4 Available Funding	\$1 Fund Budget Category								
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	TOTAL \$1 Fund Approved	Backscan/ Conversion of Images/ Indices Not Approved	Maint Records (Purpose Code N) Not Approved from \$1	TOTAL \$1 Fund NOT Approved
179	Stafford	86,224	11,775	9,000		5,932		26,707			-
181	Surry	-	15,800	6,000				21,800			-
183	Sussex	-		6,000			10,000	16,000	3,800		3,800
185	Tazewell	-	16,186	6,300		7,557		30,043			-
187	Warren	32,079						-			-
191	Washington	17,382	409	3,900		4,589		8,898			-
193	Westmoreland	7,589			5,551	7,778		13,329			-
195	Wise/Norton	-	21,300		1,100			22,400			-
197	Wythe	3,141	9,259	2,400		3,624		15,283			-
199	York/Poquoson	206,632						-			-
510	Alexandria	92,241						-			-
520	Bristol	-	8,800	3,900	8,820	6,289		27,809			-
530	Buena Vista	-	8,673	2,400	6,067	458		17,598			-
540	Charlottesville	11,617		9,983				9,983			-
550	Chesapeake	119,691						-			-
570	Colonial Heights	-	26,000	6,000			10,000	42,000	14,800		14,800
590	Danville	-	13,200			5,744		18,944			-
630	Fredericksburg	4,813						-			-
650	Hampton	47,919						-			-
670	Hopewell	2,486	13,000	2,500				15,500			-
680	Lynchburg	18,285	5,523	8,300		8,227		22,050			-
690	Martinsville	-	5,200	2,400		2,040	10,000	19,640	18,820		18,820
700	Newport News	367,104						-			-



FIPS	Locality	\$4 Available Funding	\$1 Fund Budget Category								
			Maintenance		Equipment: Hardware & Software	Redaction of Social Security Numbers	Backscan/ Conversion of Images/ Indices	TOTAL \$1 Fund Approved	Backscan/ Conversion of Images/ Indices Not Approved	Maint Records/ Redaction (Purpose Code N) Not Approved from \$1	TOTAL \$1 Fund NOT Approved
710	Norfolk	69,676						-			-
730	Petersburg	3,133	3,427	2,750	17,720	3,096		26,993		597	597
740	Portsmouth	31,704		5,701				5,701			-
750	Radford	-	4,250	2,750		1,103		8,103			-
760	Richmond	556,304						-			-
770	Roanoke	157,745						-	10,000		10,000
775	Salem	7,776	624	2,400		3,659		6,683			-
790	Staunton	3,108	7,292	3,900	6,970	3,300		21,462			-
800	Suffolk	98,180				6,616	10,000	16,616	40,000		40,000
810	Virginia Beach	249,759						-			-
820	Waynesboro	4,999	10,101		7,500			17,601			-
840	Winchester	-	9,320	3,900		5,468		18,688			-
	Grand Total	6,519,586	658,035	300,113	274,424	189,265	131,000	1,552,837	404,729	5,407	410,136

771-18-03: COMMISSIONERS OF THE REVENUE  
NONE.

774-18-03: TREASURERS  
NONE.

## OTHER MATTERS

### NEW BUSINESS:

REGULAR DOCKET				
<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1. MEETING MINUTES	COMPENSATION BOARD	Staff presents minutes for approval as follows: Docket #18/02	N/A	Noted. Approval of minutes is deferred to the subsequent meeting on October 25, 2017.
2. COMPENSATION BOARD MEETINGS	COMPENSATION BOARD	Confirmation of upcoming Board meetings: Wednesday, October 25, 2017 at 10:00 a.m. and Wednesday, November 15, 2017 at 10:00 a.m.	N/A	Confirmed.
3. TECHNOLOGY TRUST FUND BUDGETING	COMPENSATION BOARD	TTF Budgeting: The FY18 TTF budget request process ended August 31, 2017. Requests for funding are being considered on the docket this month.	N/A	Noted.

FOR YOUR INFORMATION  
NONE.

**CLOSED MEETING**  
**COMPENSATION BOARD DOCKET #18/03**  
**September 27, 2017**

**NO CLOSED MEETING.**

1) **MOTION FOR “CLOSED MEETING” by Chairman Susan Swecker. (\_\_\_\_\_ seconded the motion).**

- ☐ Under the provisions of Section 2.2-3711.A.1, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** to discuss personnel issues—discussion of interview applicants, assignment, appointment, promotion, performance, salaries, discipline or resignation of specific officers, appointees or employees.
- ☐ Under the provisions of Section 2.2-3711.A.7, Code of Virginia, I move that the Compensation Board hold a **Closed Meeting** for consultation with legal counsel and/or briefing by staff members pertaining to actual or “probable litigation” concerning

When the closed meeting is complete, the public body must ***immediately*** reconvene in open session and take a recorded vote of its members in roll call fashion.

**MOTION BY CHAIRMAN SUSAN SWECKER: I move to certify that only public business exempt from the Act was discussed.**  
(\_\_\_\_\_ seconded the motion.)

Susan Swecker, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**AND**

**MOTION BY CHAIRMAN SUSAN SWECKER: I move to certify that only public business matters identified in the motion to convene the closed meeting were discussed. (\_\_\_\_\_ seconded the motion.)**

Susan Swecker, Chairman	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Craig Burns, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Martha Mavredes, Member	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**Any member who cannot certify must state the specific details of the unauthorized discussion on the record. That record can be used as evidence in a lawsuit brought against the public body for violating the Act.**

# H A N D C A R R Y

## COMPENSATION BOARD DOCKET #18/03

### September 27, 2017

#### OTHER MATTERS

##### NEW BUSINESS:

REGULAR DOCKET				
<u>LOCALITY</u>	<u>OFFICER</u>	<u>REQUEST</u>	<u>TOTAL COST</u>	<u>COMPENSATION BOARD ACTION</u>
1.				
OFFICER SALARIES	COMPENSATION BOARD	Staff has identified an erroneous salary established for the Sheriff in Mathews County, having taken office in January, 2012, based upon an error included in the 2001 Appropriation Act impacting the salaries of his predecessor and holding him harmless for the duration of his term. Staff presents options to resolve the erroneous salary.	N/A	The Compensation Board directs staff to correct the salary of the Sheriff of Mathews County to properly reflect the amount now appropriate in accordance with the provisions of Chapter 836, effective November 1, 2017.
2.				
PETERSBURG TREASURER'S BUDGET	COMPENSATION BOARD  OFFICE	Staff provides advanced notice of anticipated changes to Petersburg Treasurer's Office FY18 budget and reimbursement percentages based upon plans by the City to remove collections duties from the Treasurer's Office.	N/A	Noted.

Public Body: Compensation Board  
Date: September 27, 2017  
Time: 10:00 a.m.  
Location: Compensation Board Conference Room  
Oliver Hill Building, 102 Governor Street  
Richmond, VA 23219  
Members: Susan Swecker, Chairman (absent)  
Craig Burns, Ex Officio member (present)  
Martha Mavredes, Ex Officio member (present)

H:\Word\Docket\FY18\September FY18 Docket.docx